

Town of Cheswold
1856



State of Delaware
1787

**PLANNING COMMISSION
MINUTES
MEETING – THURSDAY, NOVEMBER 8, 2018**

Meeting Held at: Nobles Pond; 13 Nobles Crossing, Cheswold, Delaware 19936
Meeting Scheduled for: 6:00 p.m. to 8:00 p.m.

Planning Commissioners In Attendance:

Mr. Barry Jones, Chairperson
Ms. Colleen Ostafy, Secretary
Mr. Carl Schultz, Commissioner
Mr. Reggie Valentine, Commissioner

Also in Attendance:

Ms. Sam Callender, Land Use Administrator
Mr. Sean O'Neil, University of Delaware
Mr. William, (BJ), DeCoursey, University of Delaware

MEETING OPENING:

The meeting was called to order at 6:12 p.m., by Chairperson Barry Jones, and a Salute to the Flag and a Moment of Silence immediately followed.

Mr. Jones confirmed that the meeting had been properly posted and requested Ms. Ostafy to conduct a roll call. Ms. Ostafy did so and presented a quorum to the Chairperson.

AGENDA REVIEW:

The Chair called for a review of the agenda and a motion to accept as presented or amended and Commissioner Schultz made a motion to accept the agenda as presented. Commissioner Valentine made a second to the motion and the motion passed with a unanimous roll call vote.

MINUTES REVIEW:

As there were no minutes of the previous meeting available for review a motion to table reviewing them was made by Commissioner Ostafy and the motion passed with a second from Commissioner Schultz and a unanimous roll call vote.

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NEW BUSINESS:

1. University of Delaware – IPA Introductions:

Ms. Callender, introduced Mr. Sean O’Neil and Mr. BJ DeCoursey of the University of Delaware to the Planning Commissioners and explained that they would be guiding the Commissioners through the 2020 Comprehensive Plan development process.

2. Abbreviated Planning 101:

Mr. O’Neil provided a brief description of the fundamentals of the Planning 101 course presented to those who attend planning sessions offered by the IPA group of the University of Delaware. The description included slides and information on the requirements and benefits of zoning.

3. Abbreviated Introduction to Comprehensive Planning:

Mr. DeCoursey provided a brief description of the fundamental requirements of Comprehensive Planning and the benefits of identifying the goals and objectives of the Town as they are reflected by zoning. He also discussed the elements of the documents that are a required part of the Comp Plan such as geographic; housing; demographics and future land use and annexations.

4. Next Meeting Date:

It was decided that the next meeting with Mr. O’Neil and Mr. DeCoursey will be on Thursday, January 10, 2019 at 6:00 p.m., at Nobles Pond.

It was also decided that the Commissioners would meet again in January on the 14th and the 28th to work on the Plan based on the information received at the January 10 meeting.

MOTION to ADJOURN:

A motion to adjourn was made by Commissioner Schultz at 7:55 p.m. A second to the motion was made by Commissioner Osafy and a unanimous roll call vote passed the motion.

Minutes Taken by: Ms. Sam Callender – November 8, 2018

Minutes Submitted by: Ms. Sam Callender – January 8, 2019